

**REPORT TO:** Council

**DATE:** 2 March 2016

**REPORTING OFFICER:** Strategic Director – Community and Resources

**SUBJECT:** Calendar of Meetings – 2016/17

**WARDS:** Borough wide

## **1.0 PURPOSE OF THE REPORT**

1.1 To approve the Calendar of Meetings for the 2016/2017 Municipal Year attached at Appendix 1 (N.B. light hatched areas indicate weekends and Bank Holidays, dark hatched areas indicate school holidays).

## **2.0 RECOMMENDATION: That Council be recommended**

- 1) to approve the Calendar of Meetings for the 2016/2017 Municipal Year, attached at Appendix 1; and**
- 2) delegate authority to the Chief Executive, in consultation with the Leader, to set dates for the Health and Wellbeing Board and to advise all Members when these dates are agreed.**

## **3.0 SUPPORTING INFORMATION**

3.1 The calendar of meetings, attached at Appendix 1, has been prepared for Member approval.

3.2 The Efficiency Programme Board carried out a short review of the number of meetings in the municipal calendar. The Board felt that there were opportunities to reduce the frequency of meetings for the following bodies:-

- Full Council;
- Executive Board;
- Policy and Performance Boards; and
- Local Area Forums.

All other Boards and Committees would retain their existing pattern of meetings.

3.4 Such a reduction would help release much needed capacity within the organisation without taking any risks with the decision making process.

- 3.5 The Board recommended these changes be adopted for the 2016/17 municipal year, but that they be reviewed in 12 months' time to ensure the Council retains efficient and effective structures to ensure its business is conducted in a timely fashion.
- 3.6 Work is underway with the proposal to merge the Halton Strategic Partnership with the Health and Wellbeing Board. As soon as the format and structure of the Health and Wellbeing Board has been decided, meeting dates will be scheduled into the calendar and Members advised accordingly.

#### **4.0 POLICY IMPLICATIONS**

None.

#### **5.0 OTHER IMPLICATIONS**

None.

#### **6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

##### **6.1 Children and Young People in Halton**

None.

##### **6.2 Employment, Learning and Skills in Halton**

None.

##### **6.3 A Healthy Halton**

None.

##### **6.4 A Safer Halton**

None.

##### **6.5 Halton's Urban Renewal**

None.

#### **7.0 RISK ANALYSIS**

Should a Calendar of Meetings not be approved, there will be a delay in publishing meeting dates. This would result in practical difficulties in respect of the necessary arrangements to be made and the planning process regarding agenda/report timetables.

#### **8.0 EQUALITY AND DIVERSITY ISSUES**

Once a Calendar of Meetings has been approved the dates will be published, hence assisting public involvement in the democratic process.

**9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

None under the meaning of the Act.